

# Job Title: SEASONAL ENGINEERING INTERN - DISTRICT 4

**Agency:** Department of Transportation

**Closing Date/Time:** 03/31/2023

**Salary:** 15.85 / Hour

**Job Type:** Hourly Full Time

**County:** Peoria

**Number of Vacancies:** 18

\*\*\*\*\***COLLEGE TRANSCRIPTS ARE REQUIRED FOR THIS JOB POSTING**\*\*\*\*\*

Please attach **COLLEGE TRANSCRIPTS** (official or unofficial) to the **MY DOCUMENTS** section of your application. You **WILL NOT** be considered for the position if you do not attach college transcripts.

All applicants who want to be considered for this position **MUST** apply electronically through **SuccessFactors**. Applications submitted via email or any paper manner (mail, fax, hand delivery) will not be considered. Interviews will not be conducted for these positions, only the education/coursework and experience listed with the application and transcript will be considered for determining eligibility and selection.

## Agency Mission Statement

The Illinois Department of Transportation is seeking to hire Seasonal Engineering Interns for the summer of 2023. The Seasonal Engineering Intern Program is designed to give engineering students an opportunity to obtain on-the-job training from May 16, 2023, through August 15, 2023.

The IDOT team works diligently to provide safe, cost-effective transportation for Illinois in ways that enhance quality of life, promote economic prosperity and protect our environment. We are problem solvers and leaders, constantly searching for innovations and improvements in support of our commitment to providing the best multimodal transportation system for Illinois.

Our team fosters a culture of inclusivity. We value diversity and hold ourselves to the highest ethical standards as we work together for a common purpose. Team members frequently collaborate with colleagues and others outside the department to best meet customer needs.

We invite qualified applicants to apply to become part of our team for the summer of 2023. We are confident that you will take pride in serving Illinois and its residents and visitors.

## Job Responsibilities

This position is accountable for providing engineering assistance for all aspects of highway related design, construction, and maintenance projects.

This position reports to a Resident Engineer/Technician. No staff reports to this position.

This position performs engineering tasks for highway-related design, construction, and maintenance projects under the direction of a Resident Engineer/Technician. It assists in ensuring that projects are designed and completed in accordance with plans, specifications, and special provisions in a timely manner.

Typical problems encountered in this position include following all policies and standards of design and ensuring the accurate inspection of highway related construction projects. The greatest challenge to this position is ensuring that work assignments are completed accurately and on time.

This position personally acts as an assistant in design, laboratory or survey work; inspects earthwork, drainage, concrete paving, bituminous resurfacing, bridges, and other engineering related items; and checks design plans, field notes, plots cross sections, makes field measurements, computations, and reports.

The incumbent is constrained by the plans, specifications, and special provisions of the project and by the policies and procedures of the Bureau of Construction and the Bureau of Design. Instances that are not in accordance with these rules are referred to the Resident Engineer/Technician. The incumbent has contact with the internal personnel, contractor's personnel, and occasionally with the general public. This position requires frequent travel within the district.

The effectiveness of this position can be measured by the design, inspection, and accuracy/neatness of his/her reports.

## **Principal Accountabilities**

1. Provides accurate designs, measurements, computations, and documentation.
2. Keeps the Resident Engineer/Technician informed of any problems encountered or deviations made.
3. Ensures that work performed is in accordance with the specifications.
4. Performs all duties in compliance with departmental safety rules. Performs all duties in a manner conducive to the fair and equitable treatment of all employees.
5. Performs other duties as assigned.

## **Qualifications**

### **Position Requirements**

- Valid driver's license
- Completion of high school or a GED
- Current enrollment in a college engineering program
- Frequent travel within the district
- ANSI Class 75, 6" or higher, steel toe safety shoes
- Automobile liability insurance

### **Position Desirables**

- Understanding of design plans/blueprint reading and the ability to perform necessary technical computations in plan preparation
- Education in math to the level of trigonometry
- Strong computer skills
- Knowledge of materials testing and laboratory testing equipment
- Ability to communicate effectively and follow oral and written instructions

**Work Hours:** 7:00 AM - 3:30 PM; Monday - Friday

**Work Location:** 401 Main St Peoria, IL 61602-1267

**Office:** Office of Highways Project Implementation/Region 3/District 4

**Agency Contact:** Dot.SummerApplications@Illinois.gov

**Job Function:** Transportation